

**Meeting District of Sechelt with Sechelt Community/Ratepayers Associations**  
**Monday, May 13, 2008 at Library Committee Room**  
**Chair: Ken Matheson**  
 Unofficial SCAF Minutes  
 Minutes by SCAF Secretary, Bob D'Arcy

**1. Call to Order at 7:07 PM**

- a. Opening Remarks by Chair, Ken Matheson – Welcomed all and extended apologies of regular Chair Doug Smith (ill) and asked for and received confirmation he should proceed as Chair.
  - i. Round table self-introduction of attendees (name and affiliation)
- b. Opening remarks by Mayor Reid – Welcomed all and said he felt these meetings were worthwhile and looked forward to them.

**2. Call for additions to agenda – noted as Items 14, 15 and 16 herein**

- a. Helen Steeves of Davis Bay opened a discussion regarding the circulation of minutes and of opportunities to submit items.
  - i. It was agreed that SCAF would as always produce a set of minutes but now these would be circulated to all in attendance. The secretary would accept corrections of gross errors only and after a week the minutes would be posted on the website.

**3. Items for Discussion**

Proponent	#	Question or Issue
DoS	1	<p>OCP update status - request for neighbourhood groups to nominate individuals for an advisory panel.</p> <p>The Mayor advised that Susan Stratis had been hired to move forward the step by step process of integrating the Vision Plan with a new OCP and this might take as long as 2 years to complete. Councillor Thirkell advised the costs involved.</p> <p>The Mayor advised that the Sandy Hook and Tuwanek neighbourhood plans would be done at the same time but by Planning staff that would be in touch on timing and process.</p> <p>AGREED: DoS to note flag to send information to associations and obtain nominees for the committees with Stratus.</p>
SCAF	2	<p>SilverBack – process and what now. The Mayor advised that the developer had advised on some changes in his plans that are underway including change of landscaping work to local workers as much as possible. The \$8mill sewer money does not get paid until the sub-division agreements are executed and that may be 90 to 120 days from now as technical issues are resolved.</p> <p>Section 1.30 controls approvals. Due to a change in the strata rules, there are now 24 separate lots on which strata's may be built or that may just be road allotments. Each cannot go ahead without specific approval of the Planner. No build covenants are released as agreement issues are settled. Off site servicing agreements are the big first steps which include Inlet Road, water storage and other matters.</p> <p>A question was raised about the legal process from the approval meeting and concerns that the recorded motions were different than what was actually called for by the person making the motion. Brown</p>

		advised this is a council decision depending on the minutes they adopt and these would available on the Saturday before the next council meeting.
East Porpoise	<b>3</b>	Correspondence is still continuing to be received past the 30 day deadline. This was not just referrals but general correspondence too. The Mayor said that 30 days was proper. Human problems are at the heart of some failures. A system to track receipt and reply to letters on due days is now in place but there are problems when an email is sent bypassing the central control. In order for emails to be recorded to the system they should be sent to the <a href="mailto:info@district.sechelt.bc.ca">info@district.sechelt.bc.ca</a> address. The system is still being worked upon and improvements are expected soon.
West Sechelt	<b>4</b>	Has the DOS submitted an application for an infrastructure grant to the Provincial Government to assist funding for a new sewer plant and for how much? Brown advised that there are no grants for new plants or new developments - only refurbishment of old plants. An application for \$19 million was made basically for retro fit and expanding the collection system. It was not successful. The application was some time ago. Some funds might have been left for the 500 homes in West Sechelt. They have gone back and forth several times. The amount being competed for was small the Mayor advised. Helen Steeves mentioned Gibsons' apparent success rate vs. Sechelt.
DoS	<b>5</b>	Public works schedule for summer works projects. The Mayor asked that this be sent out to the Associations so they are aware what is involved.
SCAF	<b>6</b>	Visioning was covered in Item 1
East Porpoise	<b>7</b>	Could copies of the current Budget be made available at the meeting, and maybe some tips on how to submit an item for the next budget? It will come out in a Monday, June 16 meeting and all should watch for a letter that seeks priorities in the neighbourhood. Size of items could delay their scheduling for some years. Concerns were raised and supported by Thirkell and the Mayor that the council should see the association priorities BEFORE they set their budget items rather than just leave it to a list chosen by staff. It was agreed that this would be done. November, 2007 minutes were reviewed which called for a review and for feedback from staff and council. It was agreed on a recommendation by the Mayor that a finance night with Director of Finance Doug Chapman similar to this meeting would be set up to review this process and also the DCC process.
West Sechelt	<b>8</b>	Of the Governments on the Coast it would appear that Sechelt is the least successful in securing grants from senior levels of Government. Would Council give consideration to establish a budget to hire appropriate contractors to seek out programs and write strong proposals on the District's behalf? Again grants to Gibsons and SCRDC were raised as far more successful than Sechelt. It was suggested that a professional grant application person work with technical staff to streamline process and increase effectiveness. Andre Boule was identified as the Sechelt grant writer and DoS also were hiring Peter Harvey's wife to write grant applications. Sometimes grants need matching funds to work and if the matching fund is impossible to raise

		<p>then they are useless. It came out that more publicity was needed for successes.</p> <p>Brown made the point that it was a DoS policy not to apply for grants that were not needed for agreed DoS projects – not apply for just the sake of it.</p>
DoS	9	<p>Overall transportation planning - i.e. Neptune. There was some concern about any bias of developer paid for traffic plans it was advised that the DoS questioned any of these and if in doubt paid for their own independent one. There is a 1999 Roads Master Plan that will be put up on the website for all to view. It shows how with time all the bits of road progress are designed to come together.</p>
SCAF	10	<p>Adoption of a referral process – has been reviewed by planning and all SCAF. In the absence of Doug Smith, D’Arcy explained that he understood an agreement had been reached on the ‘revised’ process with Planning. Apparently needed now was the approval (rubber stamp) of the Administrator and council. The Mayor opined that if it was agreed then it should be used but ‘they’ would like to see it first. It was agreed that D’Arcy would circulate the latest version to all present.</p>
DoS	11	<p>New provincial rules for local government for carbon reduction. Brown introduced these and explained that Connie Jordison was the DoS point person on this. She has attended meetings about implementation requiring a 30% reduction in municipal emissions within 15 years based upon 2006 as the baseline. The rules are provincial and hard. Primarily goals may be met with light bulb changes and vehicle changes and tougher no burning enforcement and rules.</p> <p>Jason Herz cautioned that some solutions end up being worse than the problem so great care must be used.</p>
DoS	12	<p>Pesticide bylaw education activities. Brown explained that there was a symposium to help educate the public on pesticide-free gardening. It was suggested that the DoS website be used to put up educational information along with the new rules and Brown concurred that that was a good idea and funds were available.</p>
DoS	13	<p>What neighbourhood projects are associations doing? Each reported:</p> <p>Sandy Hook – a) a new survey has gone out to all residents to possibly start an organized car pooling system for the community which has no bus. Copies can be viewed on the SH website. Results have just started but so far are running 30 to 2 in favour and wanting it to go ahead. b) A cleanup of Sechelt Inlet Road from the Park to SH was undertaken last week by 11 volunteers c) a new set of stairs has been built at the forest entrance at the end of Mt. Richardson Road and other trail maintenance is ongoing.</p> <p>Village – busy with development issues and hope to get a newsletter out soon.</p> <p>Davis Bay – a) Building maintenance is prime activity with a handicap ramp for the music room. b) Some serious vandalism issues and encouraged all to report any problems since RCMP set resources to some extent on volume of complaints.</p> <p>East Porpoise – a) has had a garage sale to get rid of stuff and b) are planning a litter pickup from EastP to town soon.</p> <p>SHORA – a) looking at major improvements in the docks and</p>

		<p>enhancements to the onshore areas. b) Trouble with theft and vandalism lately.</p> <p>West Porpoise – Happy with new signs</p> <p>West Sechelt – a) newsletter to go out soon b) continuing practise of a speaker at every second meeting (Mayor, planner, etc. ) to encourage public participation. c) Have found that getting ahead of the curve by meeting with developers before much activity with Planning starts is working and seems to be a win-win for all. This is not a full public meeting or even a full board meeting but rather a select few to gain information and maybe highlight concerns.</p>
Sandy Hook	14	<p>Following up on DoS moving to acquire the ‘gravel reserve’ at the end of Deerhorn. The Mayor recalled that this was supposed to go forward about 2 years ago and would look into the status and report back. He viewed it as a “maybe urgent” in case someone decided to start hauling out gravel.</p>
DoS	15	<p>Thirkell raised the concern that there were changes being proposed in the approved Looking Glass proposal. Steeves said that Davis Bay was not happy but that the matter was to be the subject of an upcoming Association meeting.</p>
DoS	16	<p>Procedure Bylaw. The Mayor explained that two areas were a cause for concern by council. 1) The Q&amp;A period before a meeting was being abused by those who could not get a hearing status and so they gave a long presentation in this period. Matheson suggested that an easy and fair solution would be to just set a time limit for each question – 1 or 2 minutes. 2) The minutes of the DoS proceedings are something more than just a record of motions but still someone is demanding even more expanded minutes. The Mayor suggested that the solution to this request would be to go the other way and reduce minutes to just the motions and results. Thirkell and others expressed that they found value in the current minute system which contained some background of the debate or issue so that the meaning of the motions was clear or at least could trigger an interested party seeking further information. The Mayor advised it was under review and wait and see.</p>

**Closing Remarks by Mayor:** The Mayor expressed that he felt that these meetings were worthwhile and served to clarify much. He indicated that if an association wanted a councillor to attend an association meeting that such a request would be welcomed.

**Closing Remarks by Chair:** He thanked all for their participation and time

**Next Meeting** – Is traditionally up to SCAF this time. In discussion there was concern that by the usual timing of September, election issues might dominate. To ease this it was agreed that a meetings of the Associations with senor staff would be good. First hopeful in June a meeting would be organized with the Director of Finance on Budget and DCCS (see Item 7). Then for the usual September meeting another staff meeting would be organized to include possibly Planning, the grant writer, Public Works, Gardens or whatever was thought appropriate. For example, each staff member might be allotted 30 minutes to explain matters followed by a Q&A. Mr. Brown was to check with the affected staff to see about their timing and advise.

**Adjournment** – At about 9:38 PM by the Chair

**SUPPLEMENTAL – The Attendees**

**From District**

Mayor Cam Reid	Councillor Keith Thirkell
Councillor Barry Poole	
Bill Brown, Administrator	

**From the Associations**

Davis Bay	Helen Steeves, Sue Thompson
East Porpoise	Lorraine Gallant and Val Morris
Sandy Hook	Gray Waddell and Bob D'Arcy
Sechelt Village	Alice Janisch
SHORA	Jason Herz and Hugh Monroe
Tuwanek	No attendee
West Porpoise	Bob Ware
West Sechelt	Ken Matheson and Ron Harrington